# **BARNSTABLE COUNTY**

### In the Year Two Thousand and Two

### Ordinance 02-09

To make appropriations for Barnstable County's operating budget for the Fiscal Year 2003, including the operations of the County Assembly, Executive branch, County agencies, boards, commissions, departments and institutions and the maintenance of certain County functions; for interest, reserve funds and serial bond requirements of the County, and for County Capital improvements and to borrow money to pay therefore.

# BARNSTABLE COUNTY hereby ordains:

Section 1. To provide for the operations of the County Assembly, Executive branch, the several agencies, boards, commissions, departments and institutions of the County, and for sundry other functions, and to meet certain requirements of law, the sums set forth in Sections Two and Section Three for the several purposes and subject to the conditions specified in Sections Four through Eleven, are hereby appropriated from the County General Fund; the Cape Cod Environmental Protection Fund (CCEP Fund)established by Section 18 of the Acts of 1989, Chapter 716, as amended; the License Plate Fund; Grants and authorized borrowing, subject to provisions of Massachusetts General Laws regulating the disbursement of public funds and the approval thereof, for the fiscal year ending June Thirtieth, two thousand and three.

### GENERAL GOVERNMENT

### Section 2.

(a) To appropriate a total of \$1,735,087, including Other Funding of \$71,609 and Bonds of \$77,000, to fund the General Government Program for the purposes set forth below:

### ASSEMBLY OF DELEGATES

The Assembly of Delegates is the legislative branch of County government. Each town located within Barnstable County is duly represented on the Assembly of Delegates with Delegates elected by the voters in each of the municipalities where they reside. The Assembly of Delegates deliberates and refines legislative proposals and conducts public hearings on such proposals. It appropriates the County's annual operating and capital budgets. The Assembly of Delegates formulates legislative initiatives to address issues of importance to Barnstable County.

Because it is difficult to forecast the number and/or complexities of legislative initiatives that the Assembly of Delegates will be required to deal with, it is impossible to predict what the volume of output or priorities will be in any given year.

The Assembly of Delegates holds regular meetings on the first and third Wednesday of each month at 4:00 p.m. in the Chamber of the Assembly of Delegates, First District Courthouse, Barnstable, MA. The Assembly of Delegates conducts numerous public hearings, committee meetings, and from time-to-time holds special meetings of the Assembly of Delegates.

# **EXECUTIVE**

As outlined in Article 3 of the Barnstable County Home Rule Charter, the Executive powers of the County shall be vested solely in the Board of County Commissioners and may be exercised either directly by such Board, or through the several County agencies under its direction and supervision. The Barnstable County Commissioners shall cause the charter, the laws, ordinances and orders for the government and administration to be enforced. The chief administrative officer of the County is the

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County Administrator, who is appointed by a majority vote of the County Commissioners. The County Administrator shall have, possess, and may exercise all the powers, rights, and duties commonly associated with the office of chief administrator of a local government unit.

The Barnstable County Commissioners meet weekly on Wednesdays at the Superior Courthouse on Route 6A in Barnstable. Through these meetings the County Commissioners set County policy, establish the goals of the County, and conduct the day-to-day business of the County.

# CAPE LIGHT COMPACT

The Cape Light Compact is a cooperative effort of 21 Cape and Island towns and Barnstable and Duke counties. The Compact was formed in 1997 following two years of study and town meeting and town council votes. Its purpose is to represent consumer interests of residents and businesses in emerging competitive markets for electricity. It seeks to aggregate all consumers to negotiate the best rates for the supply and distribution of electricity and to advance consumer protection for the residents and businesses of Cape Cod and the Vineyard. It brings together the buying power of more than 80,000 customers. Participation is voluntary for the towns and voluntary for each individual. The Compact provides: 1) an option to join together for purchase of power supply at reduced rates; 2) an option for recovery of funds collected from Cape consumers by NSTAR each year for energy efficiency, and application of those funds in locally-approved energy efficiency and conservation programs; 3) an opportunity for professional representation at the state level and in negotiations with NSTAR.

# RESOURCE DEVELOPMENT OFFICE

The Resource Development Office was established in February, 1994. It was created to: 1) improve the professional administration of County grant programs; 2) provide technical assistance to Cape Cod towns on grants and other resource development issues; and 3) identify and acquire grant funding for regional projects. The goal of the office is to assist and enhance County departmental efforts in acquisition and management of resources; and to coordinate regional projects on behalf of the County and the towns.

### DEPARTMENT OF FINANCE

To Finance Department is responsible for the financial management of the County. Department activities including Treasury Services, Accounting, Payroll, Purchasing, Accounts Payable, and Group Insurance Trust management. The services provided by the department enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County.

# **COUNTY SERVICES**

(b) To appropriate a total of \$6,174,245, including Grants of \$182,557, Bonds of \$82,500, Other Funding of \$650,001, and License Plate Funds of \$28,070 with the balance being General Funds to fund the County Services Program for the purposes set forth below:

### DEPARTMENT OF FACILITIES

The Department of Facilities is responsible for all physical plant operations, general maintenance, and planning within the County Complex, Second District Courthouse in Orleans, certain county residences and the Barnstable County Hospital. The operation costs of Barnstable County Hospital, Jail/House of Correction, and the County Farm are budgeted within their own programs. The maintenance of the Jail/House of Corrections and County Farm are also within their own programs.

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# **COOPERATIVE EXTENSION SERVICE**

Cape Cod Cooperative Extension is Barnstable County's Education Department and is part of a national educational system developed to convey research-based knowledge from Land Grant Universities to the general public. Education programs focus on agriculture, marine resources, horticultural, aquaculture, nature resources, water quality, recycling, household hazardous waste, nutrition, food safety, youth development, environmental education issues facing the County. Extension programs are conducted in Barnstable County in cooperation with staff at the University of Massachusetts, the Woods Hole Oceanographic Institute Sea Grant Program and the Massachusetts Maritime Academy. Staff at Cooperative Extension plan and conduct programs based on local needs and interests.

# REGISTRY OF DEEDS

The Registry of Deeds responsible of maintaining records of property transfers within Barnstable County. This includes all deeds, mortgages, plans, and other instruments that purport to affect the title to real estate on Cape Cod. The Registry is used daily by local attorneys, surveyors, title examiners and members of the general public who are trying to determine the status of particular parcels of land. The goal of the Registry of Deeds continues to be one of providing prompt, efficient and courteous service to all those who visit the Registry of Deeds.

### **COUNTY DREDGE**

Fiscal Year 2003 will be the seventh year of operation of the Barnstable County Dredge. This provides dredge services to the local communities of Cape Cod. Through a \$1 million grant from the Massachusetts Department of Environmental Management (DEM), the County was able to capitalize the acquisition of equipment, and pass the resulting cost savings on the the Towns in the form of lower dredging rates. In 1996, the County Dredge, the "Codfish" began operating to maintain the channels and harbors of the Towns of Cape Cod. To date the County has dredged 509, 642 cubic yards of materials from 51 waterways in 14 Cape and Island towns. If there were no Barnstable County dredge program, it would have cost the state \$4,586,778 to complete the dredge projects that the County has completed on behalf of the towns on the Cape and Islands.

In addition to a reduced rate for dredging services, the County conducts before and after dredge surveys at a savings for the towns of approximately \$6,000 per project. These surveys are invaluable records in the event of a major hurricane for submission to the Federal Emergency Management Agency as documentation of storm damage.

### **HEALTH SERVICES**

(c) To appropriate a total of \$3,108,397, including Grants of \$556,182, Other Funding of \$173,912, and Bonds of \$133,900, with the balance being General Funds to fund the Health & Human Services Programs for the purpose set forth below:

# DEPARTMENT OF HEALTH & THE ENVIRONMENT

Established under a Special Act of the Legislature in 1926, the Barnstable County Department of Health and Environment (BCDHE) provides regional public health and environmental health services throughout the 15 towns in Barnstable County. Services to municipal agencies and residents of Barnstable County are directed primarily through the following divisions: Public Health Administration Public Health Nursing; Environmental Health; Water Quality Testing Laboratory; and Community Septic Management Program. Additionally the Department manages a number of environmental and public health grants that are funded through state and federal resources.

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# DEPARTMENT OF HUMAN SERVICES

The mission of the Barnstable County Human Services is to plan, develop and implement programs which enhance the overall delivery of human services in Barnstable County; to promote the health and social well being of County residents through regional efforts designed to improve coordination and efficiency of human services; and to strengthen the fabric of community care availability to all. The department is committed to pursuing this mission through a ground-up, community building process, helping to build and strengthen each community's capacity to vision improved health for all its members, and then facilitating the collaborative process whereby those visions might be merged and converted into action steps and accomplishments at the community and regional level. The Department of Human Services' mission and role, through data, analysis and through convening, collaboration and community-building, is to help the community better meet the needs of all residents of Cape Cod by helping communities and residents work together to vision and build the type of healthy communities they want and deserve.

# CHILDREN'S COVE

Children's Cove is a fully operational child advocacy center whose components include the SAIN Team (the investigatory piece of the program); the medical exam that utilizes a state of the art video culposcope; case tracking and team review; family service referrals; 45 day assessments and therapeutic support; education and training; and family programs.

The Family Program seeks to heal the family within by utilizing a low element ropes course, family based arts and crafts, family swims, and camping adventures. The concept of modeling independence and trust rebuilding within families that have suffered sexual abuse was developed by Children's Cove and has proven to be very successful.

### COUNTY ASSISTANCE TO HUMAN SERVICES PROVIDERS

Elder Services of Cape Cod and the Islands, Inc. is a not-for-profit, community based organization dedicated to enhancing the quality of life, maintaining the dignity of elder residents of Barnstable, Nantucket, and Dukes Counties. The organization works through communities and their citizens to identify and respond to the needs, problems and concerns of elders and their families. Elder Services acts as a central resource for information and referral; as an advocate, collaborator, and catalyst for elder services; as a coordinator of services and care; as an educator; and as a provider of direct services.

# BARNSTABLE COUNTY HOSPITAL

The sub-program provides funding for the continued maintenance of the facility and to provide retirees of the Hospital with health care benefits. It is anticipated that a new housing site will need to be found for the AmeriCorps service providers for the FY 2003 program. The County anticipates that the current Doctor's residence will be demolished as part of the redevelopment of the former hospital site for the affordable Assisted Living facility.

### PUBLIC SAFETY

(d) To appropriate a total of \$4,100,260, to include \$325,112 to fund the Fire & Police Academy, with Bonds of \$15,000, and \$3,775,148 to fund the Maintenance of Effort for the Sheriff's Department and other authorized functions of the Public Safety Program for the purposes set forth below:

### COUNTY CONTRIBUTION TO THE SHERIFF'S DEPARTMENT

Prior to Fiscal Year 1994, the Sheriff's Departments in the Commonwealth of Massachusetts were part

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of County Budget process and received appropriations at the county level for operations and services. In Fiscal Year 1994, all state funding for county corrections and other statutorily authorized departments under the direction of the Sheriff were consolidated into one appropriation account by the state and no further local appropriation from counties was necessary for operations and services.

The County is mandated by the state, however, to appropriate and transfer to the Sheriff's fund not less than one hundred and two and one-half percent of the prior year obligations for county corrections as its "maintenance of effort". The County also appropriates the deeds excise funds to the Sheriff's fund as mandated by law.

### FIRE & POLICE ACADEMY

The Fire Training Academy provides fire and rescue training to on and off Cape departments. It has an outreach program to local Fire Departments through formats offering in-house training in haz mat and fire fighter skills and others. Fire Departments make inquiries as to training the Fire Training Academy can assist them with and the Fire Training Academy does its best to respond. The Fire Training Academy provides the OSHA-mandate, Mask-Fit testing and Maritime Firefighting programs.

# PLANNING & DEVELOPMENT

(e) To appropriate a total of \$4,032,437, of which \$256,968 is from the General Fund, \$2,512,225 is appropriated from the Cape Cod Environmental Protection Fund (CCEP Fund), \$828,244 is from Grants, and \$435,000 is from the License Plate Fund, to fund the Planning and Development Program for the purposes set forth below:

# CAPE COD COMMISSION/SALARY RESERVES

The purpose of the Cape Cod Commission is to further the conservation and preservation of natural undeveloped areas, wildlife, flora and habitats for endangered species; to further the preservation of coastal resources including aquaculture; the protection of groundwater, surface water and ocean water quality, as well as the other natural resources of Cape Cod; to further balanced economic growth; to further the provision of adequate capital facilities, including transportation, water supply and solid and hazardous waste disposal facilities; to further the coordination of the provision of adequate capital facilities with the achievement of other goals; to further the development of an adequate supply of fair affordable housing; and to further the preservation of historical, cultural, archaeological, architectural, and recreational values.

### ECONOMIC DEVELOPMENT COUNCIL

The Cape Cod Economic Development Council (EDC) is public/private partnership founded by Barnstable County. The EDC operates with a full-time administrator and fourteen volunteer Council members. The EDC's mission of strengthening the year-round economy of Cape Cod is supported by a multi-faceted strategy geared toward creating broad economic opportunity and fostering an educated and competitive workforce. The EDC's strategic plan rests on promoting Cape Cod as a place known for its learning opportunities, where knowledge and innovation have solid economic value, and where there is a continual emphasis on upgrading skills.

One of the EDC's most important initiatives is the Cape Cod License Plate Grant Program. The program offers grants to non-profits and towns for projects that contribute to a strong year-round economy. Dozens of non-profits and towns have benefited from the program. The program supports by the County has completed seven rounds of grant making resulting in nearly \$1,243,000 in total grants for 105 projects.

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# SHARED COSTS AND DEBT SERVICE

(f) To appropriate a total of \$1,446,101 from the General Fund for the several purposes set forth below:

### **GROUP INSURANCE**

This sub-program provides funding for Group Insurance and includes health, dental and life insurance for County retirees through the Barnstable County Group Insurance Plan (the County contribution for active employees is budgeted within each department). The County contributes 75% of the cost of the health and dental components. To funding included in this sub-program provides the County contribution for retirees health care plans.

# **SALARY RESERVE**

This sub-program provides funding for contractual increases, potential regrades and reclassifications, and costs of living allowances (COLA). (No COLA is proposed for FY 2003.)

### SHARED COSTS

This sub-program provides funds for miscellaneous architectural and engineering services, auditing services, general counsel and special counsel services, printing and distributing the County Annual Report, insurance coverage, conducting the County's Self-Insured Workers Compensation Program, reserves for unforeseen emergencies, non-contributory pensions; and for the payment of bills from prior years.

# DEBT SERVICE AND INTEREST

This sub-program provides funds for the County's principal and interest on long-term debt and interest on short term borrowings.

### TOTAL FY 2003 OPERATING & CIP BUDGET

Section 3. To appropriate a total of \$20,596,527 to fund the Operating and Capital Improvement Plan budget for Fiscal Year 2003, to include \$14,850,327 from the General Fund, \$2,512,225 from the CCEP Fund, \$1,566,983 from grants, \$463,070 from the License Plate Fund, \$895,522 from Other Funds, and \$308,400 from the Bond according to the schedule set forth below:

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES
Ordinance No. 02-09: Barnstable County's Operating Budget FY '03

| ance                             | 's Operatin  | ng Budget FY             | 103       |               |                |        | page 7 |            |
|----------------------------------|--------------|--------------------------|-----------|---------------|----------------|--------|--------|------------|
| 5, 2002                          |              |                          | SECTION 4 |               | FUNDING SOURCE |        | )<br>• |            |
| DEPT.<br># SITR PROGRAM          | GRP.         | BUDGET                   | GENERAL   | CCEP          | SEN 4 GO       | adillo |        | LIC. PLATE |
| ER                               |              |                          | A COL     | roan<br>Troan | GIVENIS        | UIUER  | SUNDS  | FUNDS      |
| 0030 COUNTY COMMISSIONERS        | pro-d        | 236,738                  |           |               |                |        |        |            |
|                                  | 2            | 24,850                   |           |               |                |        |        |            |
|                                  | (U ≠         | 4,250                    |           |               |                |        |        |            |
|                                  | t 1/1        | 6.000                    |           |               |                |        |        |            |
|                                  | . 0          | 57.423                   |           |               |                |        |        |            |
|                                  |              | 339,361                  | 339,361   |               |                |        |        |            |
| 0031 CAPE LIGHT COMPACT          | <b>,</b>     | 51,002                   |           |               |                |        |        |            |
|                                  | 71           | 153,500                  |           |               |                |        |        |            |
|                                  | m ·          | 6,900                    |           |               |                |        |        |            |
|                                  | 4 v          | 8,500                    |           |               |                |        |        |            |
|                                  | n (          | 2,300                    |           |               |                |        |        |            |
|                                  | n            | 233,009                  | 161,400   |               |                | 71,609 |        |            |
| 0030 RESOURCE DEVELOPMENT OFFICE | ţ.           | 235,449                  |           |               |                |        |        |            |
|                                  | 7            | 73,600                   |           |               |                |        |        |            |
|                                  | m ≠          | 28,500                   |           |               |                |        |        |            |
|                                  | t ν          | 10,000                   |           |               |                |        |        |            |
|                                  | \$           | 5,000                    |           |               |                |        |        |            |
|                                  | ∞ o⁄         | 37,750<br>71 <u>,674</u> |           |               |                |        |        |            |
|                                  |              | 489,893                  | 489,893   |               |                |        |        |            |
| 0270 ASSEMBLY OF DELEGATES       | 7 7          | 78,415<br>40,550         |           |               |                |        |        |            |
|                                  | ω 4          | 4,600                    |           |               |                |        |        |            |
|                                  | tina         | 2,500                    |           |               |                |        |        |            |
|                                  | <i>א</i>     | 148,607                  | 148,607   |               |                |        |        |            |
| 3000 DEPARTMENT OF FINANCE       | <b>⊢</b> 7 0 | 292,817 55,675           |           |               |                |        |        |            |
|                                  | υ 4 rv       | 10,925<br>7,000          |           |               |                |        |        |            |
|                                  | 96           | 77,000                   | ,         |               |                |        |        |            |
|                                  |              | 524,217                  | 447,217   |               |                |        | 77,000 |            |
| GENERAL GOVERNMENT TOTAL         | -            | 1,735,087                | 1,586,478 |               |                | 71,609 | 77,000 |            |

# BARNSTABLE COUNTY ASSEMBLY OF DELEGATES Ordinance No. 02-09: Barnstable County's Operatin

|   | perating | Budget FY   | 103       |        |                          |         | Page 8 |          |
|---|----------|---|-----------|--------|--------------------------|---------|--------|----------|
| May 15, 2002<br>DEPT CR   | t dag    | RINGET  | SECTION   | 4 FUNI | SECTION 4 FUNDING SOURCE |         |        | TA TO ST |
| SUB PROGRAM   | Ì        | AMOUNT  |           | FUND   | GRANTS                   | OTHER   | BONDS  | FUNDS    |
| COUNTY SERVICES  0006 DEPARTMENT OF FACILITIES  2  3  5  6 6              |          | 702,147<br>460,315<br>187,430<br>39,600<br>21,825<br>89,500<br>196,723<br>1,697,540 |           |        |                          |         | 82,500 | 28,070   |
| 0008 COOPERATIVE EXT. SVCES. 2 3 4 4 5 9                                  |          | 687,257<br>203,485<br>70,300<br>22,850<br>12,500<br>211,173<br>1,207,565            | 1,025,008 |        | 182,557                  |         |        |          |
| 0034 REGISTRY OF DEEDS 2 2 3 4 4 5 9                                      |          | 1,557,426<br>223,500<br>70,000<br>235,300<br>20,000<br>512,913<br>2,619,139         | 2,619,139 |        |                          |         |        |          |
| 1000 COUNTY DREDGE 2 2 3 3 4 4 4 8 8 8 8 8 8 9 9                          |          | 215,634<br>94,860<br>17,500<br>109,500<br>50,200<br>57,307<br>650,001               |           |        |                          | 650,001 |        |          |
| COUNTY SERVICES TOTAL   | 6,1      | 6,174,245   | 5,231,117 |        | 182,557                  | 650,001 | 82,500 | 28,070   |
| HEALTH & HUMAN SERVICES  1610 DEPT. OF HEALTH & THE ENVIRONMENT 2 3 3 5 6 |          | 1,190,214<br>159,114<br>122,023<br>22,185<br>57,300<br>131,900                      |           |        |                          |         |        |          |

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| Ordin               | Ordinance No. 02-09: Barnstable County's Operating Budget FY | perating  | g Budget FY   | ,03                       |                          |         | Page 9  |                     |
|---------------------|--|-----------|---|---------------------------|--------------------------|---------|---------|---------------------|
| May                 | 5, 2002  |           |   | SECTION 4 F               | SECTION 4 FUNDING SOURCE |         |         |                     |
| DEPT.               | SUB PROGRAM  | GRP.<br># | BUDGET<br>AMOUNT  | GENERAL CCEP<br>FUND FUND | GRANTS                   | OTHER   | BONDS   | LIC. PLATE<br>FUNDS |
|                     | 6  |           | <u>279,776</u><br>1,962,512   | 8                         | 312,182                  | 173,912 | 131,900 |                     |
| 1611                | HUMAN SERVICES  2 3 4 4                                      |           | 148,372<br>64,115<br>5,850<br>6,500<br>31,551<br>256,388                                | 256,388                   |                          |         |         |                     |
| 1612                | CHILDREN'S COVE 2 2 3 3 4 4 4 6 6 6 6 6 9 9                  |           | 255,148<br>11,863<br>11,555<br>11,500<br>4,100<br>2,000<br>20,103<br>386,269            | 140.269                   | 244 000                  |         | 000     |                     |
| 1615                | COUNTY ASSISTANCE TO HUMAN SERVICE PROVIDERS 2               |           | 006'99  | 006'99                    |                          |         | Î       |                     |
| 1621                | BARNSTABLE COUNTY HOSPITAL  2 3 4 4                          |           | 70,121<br>58,500<br>5,250<br>11,100<br>291,357<br>436,328                               | 436,328                   |                          |         |         |                     |
| HEAL                | HEALTH & HUMAN SERVICES TOTAL                                | ર્ભ       | 3,108,397   | 2,244,403                 | 556,182                  | 173,912 | 133,900 |                     |
| <b>PUBL</b><br>3501 | PUBLIC SAFETY 3501 COUNTY CONTRIBUTION - SHERIFFS 4          |           | 3,775,148   | 3,775,148                 |                          |         |         |                     |
| 3620                | FIRE & POLICE ACADEMY  2  3  4  6  8  9                      |           | 183,290<br>22,450<br>24,620<br>5,500<br>35,500<br>16,000<br>12,500<br>25,252<br>325,112 | 310,112                   |                          |         | 15,000  |                     |
| PUBL                | PUBLIC SAFETY TOTAL  | 4.        | 4,100,260   | 4,085,260                 |                          |         | 15,000  |                     |

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| OF         |
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| BARNSTABLE |

| 4 4)  | Operatii        | ng Budget FY  | .03             |               |                |         | Page 10 |                     |
|---|-----------------|---|-----------------|---------------|----------------|---------|---------|---------------------|
| May 15, 2002  | ניל             | mar Out of  | SECT            | SECTION 4 FUN | FUNDING SOURCE |         |         |                     |
| SUB PROGRAM   | GKF.            | AMOUNT  | GENERAL<br>FUND | FUND          | GRANTS         | OTHER   | BONDS   | LIC. PLATE<br>FUNDS |
| PLANNING & DEVELOPMENT 1990 CAPE COD COMMISSION 1992  | - 7 ° 4 'v & 6  | 2,089,440 541,540 78,100 189,650 9,000 500                                    |                 |               |                |         |         |                     |
| 1991/ CAPE COD COMMISSION<br>SALARY RESERVES  |                 | 5,000   | 150,000         | 2,512,225     | 828,244        |         |         |                     |
| 2000 ECONOMIC DEVELOPMENT COUNCIL   | - 240           | 70,761<br>9,000<br>446,000<br>16,207<br>541,968                               | 106,968         |               |                |         |         | 435,000             |
| PLANNING & DEVELOPMENT TOTAL  | ·               | 4,032,437   | 256,968         | 2,512,225     | 828,244        |         |         | 435,000             |
| SHARED COSTS & DEBT SERVICE 4000 Group Health Ins. 4001 Salary Reserves 4004 Misc. & Contingent | o 0             | 642,735<br>50,000<br>172,000  |                 |               |                |         |         |                     |
| 4010 Reserve Fund 4011 Stabilization Fund 4012 Prior Years Bills 4013 Non-Contributory Pension  | 4 4 6 8 8 8 - 6 | 173,000<br>3,000<br>50,000<br>25,000<br>7,500<br>42,070<br>5,796<br>1,196,101 | 1,196,101       |               |                |         |         |                     |
| 4020 Debt Service   | ∞               | 250,000   | 250,000         |               |                |         |         |                     |
| SHARED COSTS & DEBT SERVICE TOTAL   | AL              | 1,446,101   | 1,446,101       |               |                |         |         |                     |
| TOTAL FY 2003 OPERATING BUDGET  | ñ               | 20,596,527  | 14,850,327      | 2,512,225     | 1,566,983      | 895,522 | 308,400 | 463,070             |

<u>Section 4</u>. (a) Appropriations shown according to numbered groups within departmental Budget Items and Programs are made for expenditure for general purposes as follows:

Category A - Group 1 - for salaries and other compensation for personal services;

Category B - Group 6 - for capital structures, improvements and CIP;

Category C - Group 9 - for fringe benefits; and

- Category D Group 2 for contractual services, Group 3 for supplies and materials, Group 4 - for other current charges, Group 5 - for equipment and CIP Equipment and obligations, and Group 8 - for not otherwise classified.
- (b) Funds appropriated in any category may not be transferred to another category without the prior written approval of the Board of County Commissioners and the ratification of such approval by a majority vote of the Assembly of Delegates. Such ratification may be by Resolution.
- <u>Section 5.</u> No liability in excess of the total appropriations for any departmental Budget Item or Program as provided in this ordinance shall be incurred by any official of the County except in cases of emergency and then only upon the prior written approval of the Board of County Commissioners. The amount and circumstances of any such liability approved by the Board of County Commissioners, the Assembly of Delegates shall act on said approval by Resolution.
- <u>Section 6.</u> No transfers shall be made from the Capital Stabilization Fund (Budget Item 4011) except pursuant to a supplemental appropriation ordinance.
- <u>Section 7</u>. Transfers to departmental Budget Items or Programs may be made from the Reserve Fund (Budget Item 4010) for extraordinary, unforeseen, necessary, non-recurring liabilities, provided that any such transfer shall be approved by the Board of County Commissioners and by a vote of the Assembly of Delegates, representing a majority of the population of Barnstable County.
- Section 8. (a) Transfers from the Reserve for Salary Adjustments (Budget Items 4001 and 1990-A) may be made only for increases in compensation for personal services in accordance with the Barnstable County personnel compensation plan approved in writing by the Board of County Commissioners or pursuant to the terms of any collective bargaining agreement covering employees of Barnstable County executed by the Board of County Commissioners.
- (b) Transfers within the General Fund for fringe benefits (Group 9) may be made from sub-programs with excess appropriations in Group 9 to sub-programs where original appropriations are insufficient to cover the direct allocation of group insurance costs, retirement assessments, workers' compensation claims, and payroll tax contributions. Such transfers shall be determined by the Director of Finance and the Treasurer, or either of them, with approval of the County Commissioners.
- Section 9. Usual expenses of travel, including highway tolls and parking fees, necessary for the performance of the duties of any County official or employee, other than travel from home to the regular workplace of such official or employee, shall be eligible for reimbursement, provided that no expenditure shall be made for the reimbursement of expenses of travel outside the Commonwealth unless such travel shall have been approved in advance in writing by the department head or other County official designated by the Board of County Commissioners to determine the expenditure of funds appropriated for such Budget Item. Such travel by any department head or other such designated official shall have been so approved by the Board of County Commissioners. The Board of County Commissioners shall from time to time promulgate a schedule of standard mileage rates for reimbursement of travel by private automobile designed fairly to reflect the full, actual costs of motor vehicle operation. Such funds shall be expended from the department budget.
- Section 10. Notwithstanding any other provision of this ordinance, expenditures from the appropriation for the Assembly of Delegates (Budget Item 0270) shall be as determined by the Assembly of Delegates which may authorize the Speaker or the Deputy Speaker or a designee of the Assembly to approve for payment any expenditure or liability incurred by any Delegate or by any

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officer, employee or consultant of the Assembly in the proper performance of his duties as such.

The Board of County Commissioners may borrow money in anticipation of, and to be Section 11. repaid from, the County tax for the fiscal year ending June thirtieth, nineteen hundred and two thousand and two levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated state revenues to be paid to the County for said fiscal year. Such borrowing shall not exceed the sum of (i) one half the amount of such tax plus (ii) the amount of such state revenues. They may issue therefore County notes maturing within one year after the date of the loan for which they are issued is incurred. Such notes, if issued for less than one year, may be renewed from time to time; provided, that the period from the date of the original loan to the date of maturity of any refunding loan shall not exceed one year. Notes issued hereunder may be sold at such discount or bear such rate, or rates, of interest as the County Treasurer may deem proper with the approval of the County Commissioners; any discount to be treated as interest paid in advance, pursuant to Section thirty-seven of Chapter thirty-five of the general laws, Article 4, Section 4-2 (1) of the Barnstable County Home Rule Charter and Section 2.6 of the Administrative Code of Barnstable County. Such notes shall be signed by the Treasurer or Assistant Treasurer, countersigned by a majority of the Board of County Commissioners, and shall expressly be made payable from the taxes or state revenues of said fiscal year, but shall nevertheless be negotiable.

- Section 12. (a) The Board of County Commissioners is hereby authorized to make necessary repairs, replacements and improvements to, and to purchase and install equipment for use in, building and facilities of the County, and to employ professional services for the design of such repairs, replacements, improvements and for the specifications of such purchases and installation of equipment, as presented in the FY '03 Capital Improvement Plan and appropriated in the FY 2003 departments' budgets.
- (b) For the purpose set forth in section 12(a), the County Treasurer, with the approval of the County Commissioners, may borrow from time to time, on the credit of the County, such sums as may be necessary but not exceeding in the aggregate, two hundred and thirty-one thousand, four hundred dollars, and may issue bonds or notes of the County therefore, which shall bear on their face the words, Barnstable County Facilities and Equipment Loan, County Ordinance of 2003. Each authorized issue shall constitute a separate loan, and such loans shall be payable in not more than ten years from their dates.
- (c) All bonds or notes issued pursuant to the ordinance shall be signed by the County Treasurer and countersigned by a majority of the County Commissioners. The County may sell securities at public or private sale upon such terms and conditions as the County Commissioners may deem proper but not for less than their par value. Indebtedness incurred under this ordinance shall, except as herein provided, be subject to Chapter thirty-five of the Massachusetts General Laws.

Adopted on May 15, 2002 by the Assembly of Delegates.

Thomas Bernardo, Speaker

Approved by the Board of County Commissioners, June 5, 2002

Date

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